

Time: 2:20-3:30

Duration: 70 minutes

Objective: Assign Action Items

Items discussed:

- 1) Need for shipping heat exchangers to U of I
  - a. Colmac Coil needs the shipping address
- 2) Friday Oct2 due is client meeting and transcript
- 3) Aluminum properties
  - a. That of Loose wound 3003 aluminum
- 4) Shop Tour
  - a. Contact Jake Gilles for shop tour
    - i. Maybe with large group?
- 5) Purchasing
  - a. Look as Spokane Alcobra website

Actions Items:

- 1) Shipping address – Alan
- 2) Customer email/transcript – Andy
- 3) Create folder on shared drive - Andy
- 4) For next meeting
  - a. SW Drawing of Ideas
  - b. Send Andy notes from visit